

SUMMARY ACTION MINUTES
REVISED

REGULAR MEETING
ORANGE COUNTY CHILDREN & FAMILIES COMMISSION

Wednesday, June 2, 2004, 9:00 A.M.

PLANNING COMMISSION HEARING ROOM, FIRST FLOOR
10 Civic Center Plaza
Santa Ana, California

KIMBERLY CRIPE
Chair

JULIE POULSON
Vice Chair

JOYCE HANSON
Commissioner

LARRY LEAMAN
Commissioner

CHARLES V. SMITH
Commissioner

CRYSTAL KOCHENDORFER
Chair Pro Tem

HUGH HEWITT
Commissioner

MARIA E. MINON, M.D.
Commissioner

SALLY SNYDER, RN
Commissioner

ATTENDANCE: Commissioners Cripe, Hanson, Leaman, Minon, Poulson, Smith and Snyder

EXCUSED: Commissioners Hewitt and Kochendorfer

PRESENT: EXECUTIVE OFFICER
COMMISSION COUNSEL
CLERK OF THE COMMISSION

Michael Ruane
Kurt Yeager
Jamie Ross, Deputy

PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Commission Counsel Kurt Yeager

PRESENTATIONS:

Barbara Bohlig gave a presentation on School Readiness Nurse Expansion Project

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CONSENT CALENDAR: (Items 1 - 5)

581234679 **APPROVED AS RECOMMENDED WITH THE EXCEPTION OF ITEMS 1 AND 2**
XX **WHICH WERE PULLED FOR DISCUSSION AND SEPARATE VOTE**

1. Receive Performance Outcomes Measurement System (POMS) Quarterly Report and the Capacity Building Grant Program Evaluation Report

581234679 **APPROVED AS RECOMMENDED**
AAXX *(Commissioners Cripe and Hanson abstained from discussion and vote on this matter and declared their affiliation with St. Joseph Health Systems)*

2. Receive Bridges II Pilot Evaluation Report

581234679 **APPROVED AS RECOMMENDED**
AAXX *(Commissioners Cripe and Hanson abstained from discussion and vote on this matter and declared their affiliation with St. Joseph Health Systems)*

3. Adopt resolution authorizing execution of contract for California State University, Fullerton School Nurse Credential Program

RESO: 04-033 C&FC

4. Receive report and adopt resolution establishing uniform monetary limits for approval of contract amendments by Executive Director and approve updated procedures for grant agreement and consultant services contracts

RESO: 04-034 C&FC

5. Adopt resolution authorizing execution of agreement with Miller, Owen and Trost for Legislative Advocacy Services

RESO: 04-035 C&FC

DISCUSSION ITEMS: (Items 6 – 13)

6. Adopt resolution and approve State School Readiness Contract Amendments

261345789 **APPROVED AS RECOMMENDED**
XX *(Commissioner Kochendorfer did not participate due to her affiliation with Capistrano Unified School District)*
RESO: 04-036 C&FC

7. Adopt resolution and approve funding of Community Clinic Pediatric Health Access Project

981234567 **APPROVED AS RECOMMENDED**
XX *RESO: 04-037 C&FC*

8. Adopt resolution and approve Project Connections FRC contract renewal

621345789 **APPROVED AS RECOMMENDED**
XX *RESO: 04-038 C&FC*

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9. Spring Funding Cycle -Follow-up actions:
- a. Receive report
 - b. Approve final budgets, along with revised contract terms and provisions, for program grant renewal and bridge funding actions
 - c. Adopt resolution approving standard form grant agreements
- 671234589 **APPROVED RECOMMENDED ACTION #1 AS RECOMMENDED**
xx *RESO: 04-039 C&FC*
- 851234679 **APPROVED RECOMMENDED ACTION #2 AS RECOMMENDED WITH THE**
xx **EXCEPTIONS OF F04-SF-04-ACT, F17-SF-04, F10-R1-04, F12-RC-04, F01-HC-04 AND 69-B-00 WHICH WERE PULLED FOR DISCUSSION AND SEPARATE VOTE**
- 981234567 **APPROVED F04-SF-04-ACT AND F17-SF-04 AS RECOMMENDED**
xx A *(Commissioner Poulson abstained from discussion and vote on this matter and declared her affiliation with Orange County Health Care Agency)*
- 671234589 **APPROVED F10-R1-04 AS RECOMMENDED**
xx A *(Commissioner Snyder abstained from discussion and vote on this matter and declared her affiliation with Families Forward)*
- 871234569 **APPROVED F12-RC-04 AS RECOMMENDED**
xx *(Commissioner Kochendorfer did not participate due to her affiliation with Capistrano Unified School District)*
- 591234678 **APPROVED F01-HC-04 AND 69-B-00 AS RECOMMENDED**
AAXX *(Commissioners Cripe and Hanson abstained from discussion and vote on this matter and declared their affiliation with St. Joseph Health System)*
10. Approve Child Health and Safety (Injury Prevention) Grant Renewals process and timeline
- 981234567 **APPROVED AS RECOMMENDED**
xx
11. Adopt resolutions authorizing the execution of contracts with KOCE and Burke Consulting for Commission communication and outreach programs
- 271345689 **APPROVED AS RECOMMENDED**
xx *RESOS: 04-040 – 041 C&FC*
12. Commission Audit Program-
- a. Receive report
 - b. Approve slate of firms for on-call audit services
 - c. Adopt resolution authorizing execution of agreements with selected firms
 - d. Adopt resolution authorizing execution of agreement with Sherry Maher for audit services, including expanded scope of services and revised hourly rate
- 851234679 **APPROVED AS RECOMMENDED**
xx *RESOS: 04-042 – 043 C&FC*

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13. Approve Funding Resolution for Expanded Health Services for Children Entering Kindergarten
681234579 **APPROVED AS RECOMMENDED**
AAXX *(Commissioners Cripe and Hanson abstained from discussion and vote on this matter and declared their affiliation with St. Joseph Health System)*

CLOSED SESSION: (Item 14)

14. Closed Session pursuant to Government Code Section 54957 – Public Agency Employee Performance Evaluation – Title: Executive Director
C.O. **HELD; NO REPORTABLE ACTION**

PUBLIC HEARING: None

EXECUTIVE OFFICER REPORT:

- 671234589 **APPROVED EXECUTIVE OFFICER REPORT AS AMENDED; PROVIDED DIRECTION TO STAFF FOR ITEM M: 1. DEVELOP A PROGRAM TO SHARE BEST PRACTICES AND FISCAL OPERATIONS WITH LOCAL COUNTY COMMISSIONS TO INCLUDE OPPORTUNITIES TO EXPLORE PARTNERSHIPS WITH NATIONAL FINANCIAL MANAGEMENT AND TRAINING ORGANIZATIONS IF NEEDED; 2. EXPAND ORANGE COUNTY'S CURRENT STATEWIDE LEADERSHIP ROLE IN AREA OF FINANCIAL PLANNING TO ADDRESS EMERGING AREAS OF FINANCIAL REPORTING AND FISCAL PRACTICES AS DISCUSSED AT COMMISSION RETREAT; AND 3. AUTHORIZE CHAIR AND EXECUTIVE DIRECTOR TO COMMUNICATE POSITION AND PROPOSED STRATEGIES TO STATE ASSOCIATION OF COMMISSIONS, LOCAL COUNTY COMMISSIONS AND STATE COMMISSION; DIRECTED STAFF TO PROVIDE WEEKLY UPDATES**
xx

- A. Informational items
- B. Approve revised Scope of Services for School Readiness contract with Lowell-Joint School District
- C. Approve transfer of Americorps positions from La Habra Family Resource Center to Institute for Health Care Advancement
- D. Receive progress report on partnership activities with local grant making organizations
- E. Receive report on partnership activities with Orange County Business Council and approve membership and funding contribution for the Center for a New Orange County
- F. Authorize payment of school nurse training expenditures
(Commissioner Kochendorfer did not participate due to her affiliation with Capistrano Unified School District)
- G. Approve revised scope and budget for Capacity Building Grant with Abrazar, Inc.
- H. Receive progress report on KCEd Program and adopt resolution authorizing execution of funding agreement with KCET (Community Television of Southern California)
RESO: 04-044 C&FC

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- I. Approve sponsorship of Early Literacy Summit scheduled for June 21, 2004 and authorize reimbursement of related expenditures
- J. Approve Commission participation in community outreach events, including authorization for Executive Director to execute necessary participation and liability documents and to pay required event fees in an amount not to exceed \$1,000
- K. Approve amendment to April 7, 2004 action approving funding contribution for statewide partnership efforts to reflect legal name change of California Children and Families Association to First Five Association of California
- L. Receive follow-up report from Commission Annual Retreat
- M. Receive report and provide policy direction to staff regarding statewide financial reporting and fiscal practices

PUBLIC & COMMISSION COMMENTS:

PUBLIC COMMENTS: None

COMMISSION COMMENTS:

Commissioners Minon and Smith – Oral Re.: Will not be able to attend July Commission meeting.

ADJOURNED: 10:10 A.M.

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*** KEY ***

Left Margin Notes

- 1 Kimberly Cripe
- 2 Joyce Hanson
- 3 Hugh Hewitt
- 4 Crystal Kochendorfer
- 5 Larry Leaman
- 6 Maria E. Minon, M.D.
- 7 Julie Poulson
- 8 Charles V. Smith
- 9 Sally Snyder, RN

A = Abstained

X = Excused

N = No

C.O. = Commission Order

Reso = Resolution

Ord = Ordinance

(1st number = Moved by; 2nd number = Seconded by)

KIMBERLY CRIPE

Chair

JAMIE ROSS, Deputy
Clerk of the Commission